मनोज कुमार दूबे
Manoj Kumar Dubey
अध्यक्ष एवं प्रबंध निदेशक
Chairman & Managing Director

इंडियन रेलवे फाइनेंस कॉरपोरेशन लि॰
(भारत सरकार का उपक्रम)
Indian Railway Finance Corporation Ltd.
(A Government of India Enterprise)

02nd January 2025

IRFC/CMD/01/2025

**General Managers,**
All Railway/New Zones/Production Units

**Director General's/Directors**
All Railway Training Institutes

**Sub: Filling up of 7 posts in IRFC at New Delhi on Deputation Basis**

Dear Sir,

Indian Railway Finance Corporation Ltd. is a Government of India Enterprises under the aegis of Ministry of Railways. The Company has been mobilizing funds from diversified sources both from the domestic as well as international financial markets for financing acquisition of the rolling stock assets including Wagons, Coaches and locomotives, constituting, a vital component of the annual capital expenditure of the Railways. Further corporation is also financing various capacity augmentation projects like doubling/tripling of tracks and electrification and funding other Railways entities.

To meet the Organization's immediate need in the areas of Finance, HR, Procurement, IT and technical etc., Department of Public Enterprise, after the recommendations of Ministry of Railways, has approved 7 posts for filling up under deputation basis. Job description of said posts are given in prescribed format at **Annexure-1**.

It is requested that the vacancy notice (as attached) on Deputation basis may be given wide circulation in your office and recommendations of suitable and willing officers for deputation to Indian Railway Finance Corporation Ltd. may be sent to this office within 21 days from the date of publishing in IRFC website. The applicant may be asked to submit their application in the prescribed proforma as per **Annexure-II.**

You are requested to kindly place this vacancy notice in suitable section of Railway website.

Yours faithfully,

**(Manoj Kumar Dubey)**
**Chairman & Managing Director**

Copy to

1. JS/Deputation, Railway Board, Ministry of Railways, New Delhi.
2. The Executive Director (PSU), Railway Board, Ministry of Railways, New Delhi.
3. Website Manager, Railway Board for uploading in Railway Board Website.

एन बी सी सी प्लेस, लोधी रोड, नई दिल्ली-110003
NBCC Place, Lodhi Road, New Delhi - 110 003
+91 11 24361476 ✉ cmd@irfc.co.in

| VACANCY NOTICE No. 01/2025 | | |
|---|---|---|
| 1 | Nomenclature of the Post | Executive Director/Group General Manager / Additional General Manager / Deputy General Manager/ Manager |
| 2 | No. of vacancies | 07 Posts |
| 3 | Service | (a) IRAS/IRPS (for E-9);<br>(b) IRAS/IRPS /IRSS/ IRSME/ IRSE (for E-6 to E-8);<br>(c) Gr. 'B' officials in respective Grade Pay (E-3 to E-4). |
| 4 | Location | Delhi |
| 5 | Tenure | 03 Years, extendable upto 02 years as per GOI rules |
| 6 | Scale of pay of the post | INR 1,50,000-3%- 3,00,000 (E-9)(IDA Scale)<br>INR 1,20,000-3%-2,80,000 (E-8)(IDA Scale)<br>INR 90,000-3%-2,40,000 (E-6) (IDA scale)<br>INR 80,000-3%-2,20,000 (E-5) (IDA scale)<br>INR 70,000-3%-2,00,000 (E-4) (IDA scale)<br>INR 60,000-3%-1,80,000 (E-3) (IDA scale)<br>(as per extant Govt. Directive, the officer will draw the salary of the parent department plus deputation allowance) |
| 7 | Term of Appointment | Deputation Basis |
| 8 | Age | Below 55 years |
| 9 | Qualification/Eligibility criteria | • **Executive Director (E-9) (01 Post):**<br>SAG Railway Officers as mentioned under Srl. No.3 (a) who have completed 25 years of Group "A" Service.<br><br>• **Group General Manager (E-8) (03 Posts):**<br>SAG Railway Officers/ SG Railway Officers who have completed 16 years of Group "A" Service, as mentioned under Srl. No.3 (b).<br><br>• **Additional General Manager (E-6) (02 Posts):**<br>JAG Officers I Level-12 (in GP Rs.7,600/-) as mentioned under Srl. No.3 (b).<br><br>• **Manager/ Deputy General Manager (E-3/ E-4) (01 Post):**<br>Officials in Level-8 to Level-10 (in GP Rs. 4,800 -5,400/-), as mentioned in 3(c ). |
| 10 | Experience/detailed job description | The Officer should have practical experience in marketing/ commercial & operational activities/HR. |
| 11 | Mode of Application | Applications are to be sent through respective administrative Officer (Board/HQ) alongwith No-objection, Vigilance/D&AR clearance & ACR for the past 05 years. Advance copy of the application (Annexure-II) may also be sent enclosing all relevant proof/documents in support of qualification, experience & pay scale/gross salary & superscribing on the cover prominently: 'Name of the Post', within a period of 15 days i.e., upto 31/01/2025 by post/e-mail at the following address:<br>HR Head Indian Railway Finance Corporation Ltd., NBCC Place, Lodhi Road, New Delhi, 110003.<br>Email: hr@irfc.co.in. |
| 12 | Mode of Selection | The candidate will be screened by a Screening Committee as nominated by the Competent Authority. The candidate's suitability will be decided, keeping in view the job requirement. The selection process would comprise of judgement of different facets of Professional Ability, Experience, Skills, Comprehension, Aptitude etc. |
| 13 | Brief Information on Allowance & Perks | Allowances & Perks will be payable as per the entitlement of the Officer. |
| 14 | Closing date | 21 days from date of issue of vacancy notice no. 01/2025. |

Note:

- Cut-off date for age and eligibility would be reckoned as on closing date of vacancy notice.
- All related information shall be available on website: http://www.irfc.co.in .

Annexure- II

**PRESCRIBED PROFORMA FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS**

| Latest Self-Attested Passport Size Photograph to be pasted |
|---|

| | | |
|---|---|---|
| IMPORTANT<br>Please don't leave blanks | Vacancy Notice No. (appears on the top of the notification) | |
| | Post against which application has been submitted | |

**1. Personal Data**

| | | |
|---|---|---|
| 1 | Name | |
| 2 | Father's Name | |
| 3 | Gender | |
| 4 | Service | |
| 5 | Department | |
| 6 | Category | |
| 7 | Date of Birth | |
| 8 | Age as on closing date of vacancy | |
| 9 | DITS (Date of Entry into Time Scale) | |
| 10 | Date of Entry in Gr.'B' (wherever applicable) | |
| 11 | Present Pay Band with Grade Pay and Basic Pay as on date of application | |
| 12 | Present Designation and Railway (Zone) | |
| 13 | Contact Details | |
| | (a) E-Mail ID | |
| | (b) Telephone (O) | |
| | (c) Telephone (R) | |
| | (d) Mobile Number | |
| | (e) Correspondence Address | |

**2. Educational Qualifications**

| SN | Qualification/Degree | Year/Division | Institution/University | Place/Country |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

3. **Experience Details**

| SN | Designation & Railway with Place of Posting/ Positions held during Gazetted/ Executive Service (since date of initial appointment) | Grade (i.e., SS/ JAG/SG/SAG) | From | To |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

4. **Details of Deputation**

| | | |
|---|---|---|
| 1 | **Details of Previous Deputation/ Foreign Assignment, if any** | |
| 2 | **Whether debarred from Deputation? If yes, please furnish details.** | |
| 3 | **Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.** | |

5. **Achievement/ Relevant Experience**

I certify that the details furnished by me above are true and I am eligible for the post as per the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:

Date: